

MINUTES	MEETING	TIME
OPERATIONS AND FINANCE COMMITTEE	THURSDAY, 16 MAY 2019	10.00AM

Minutes of a meeting of the **Operations and Finance Committee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday, 16 May 2019**, commencing at 10.00 am.

PRESENT:	Cr	M	Scott	Chair
	Cr	A	Buswell	Deputy Chair
	Cr	M	Benton	
	Cr	M	Cardiff	
	Cr	J	Cootes	
	Mayor	K	Gurunathan	
	Cr	J	Holborow	Deputy Mayor
	Cr	F	Vining	
	Cr	J	Howson	
	Cr	J	Elliott	
	Ms	A	Ellison	Māori Representative
ATTENDING:	Mr	S	Mallon	Deputy Chief Executive
	Mrs	J	McDougall	Group Manager People & Partnerships
	Ms	N	Tod	Group Manager Regulatory Services
	Mr	E	Church	A/g Group Manager Corporate Services
	Mr	J	Jefferson	Group Manager Place & Space
	Mr	G	Burns	Member, Paraparaumu/Raumati Community Board
	Mr	P	Edwards	Chair, Paekākāriki Community Board
	Ms	S	Warwick	Member, Ōtaki Community Board
	Ms	J	Prvanov	Chair, Waikanae Community Board
	Mr	T	Creighton	Corporate Monitoring Officer
	Ms	J	Straker	Chief Financial Officer
	Ms	J	Murray	Democracy Services Advisor
	Ms	S	Foote	Democracy Services Coordinator
	Ms	L	Belcher	Democracy Services Manager
LEAVE OF ABSENCE:	Cr	D	Scott	
APOLOGIES:	Mr	T	Begovich	Member, Waikanae Community Board

OFC 19/05/169

WELCOME

The Chair welcomed everyone to the meeting, declared the meeting open and read the Council blessing.

OFC 19/05/170

(a) **Apologies**

MOVED (Benton/Elliott)

That apologies be accepted from Tonchi Begovich.

CARRIED

It was noted that Cr D Scott was on leave of absence.

(b) **Declarations of Interest Relating to agenda items.**

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There were no declarations of interest relating to agenda items.

OFC 19/05/171

PUBLIC SPEAKING TIME – for items relating to the agenda

There were no public speakers for items relating to the agenda.

OFC 19/05/172

MEMBERS' BUSINESS

(a) Public Speaking Time Responses.
No responses were required.

(b) Leave of Absence

MOVED (Holborow/Benton)

That Leave of absence be granted to Cr Buswell for 30 May to 2 June and to Cr M Scott for 18 to 19 June.

CARRIED

(c) Matters of an Urgent Nature.
There were no matters of an urgent nature.

Cr M Scott informed members that part way through the meeting he would vacate the Chair in favour of Deputy Chair Cr Buswell.

PRESENTATION: CWB ADVISORY GROUP: ANNUAL PLAN

The Chair welcomed Bruce Henderson, Open Spaces representative, and Ruth Halliday, Equestrian Representative on the Cycleways, Walkways and Advisory Group who presented to members in relation to the Annual Plan and answered members' questions.

The Chair thanked Mr Henderson and Ms Halliday for their presentation.

OFC 19/05/173

FINANCIAL REPORT TO 31 MARCH 2019 (CORP-19-771)

Jacinta Straker, Chief Financial Officer, spoke to a presentation summarising the financial results and responded to Members' questions.

Mayor Gurunathan joined the meeting at 10.32am.

Mayor Gurunathan left the meeting at 10.42am and returned at 10.45am

Cr Buswell thanked Ms Straker for her presentation.

MOVED (Buswell/Vining)

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That the Operations and Finance Committee notes the actual financial performance and position of the Council for the year ended 31 March 2019 as contained in this report (Corp-19-771).

CARRIED

OFC 19/05/174

ACTIVITY REPORT: 1 JANUARY TO 31 MARCH 2019 (CORP-19-778)

Terry Creighton, Corporate Monitoring Officer spoke to the report and gave a presentation showing a brief summary of the third quarter Activity Report.

Group Managers and Officers spoke to their activities and key results and responded to Members' questions.

Members acknowledged the efforts of staff to make the Ōtaki River toilet a reality.

Cr Benton left the chamber at 11.00am and returned at 11.01am

Staff would arrange for the recirculation of the list of members of the Regional Advisory Group.

Staff advised members that a second set of test results had shown that the condition of the air quality at Kāpiti Community Centre was unchanged and was unlikely to cause health issues.

It was confirmed that condition surveys were being undertaken across the Council property portfolio and regular inspections of the properties are occurring.

Cr Elliott left the chamber at 11.17am and returned at 11.21am

Members acknowledged Mahara Gallery for their hospitality towards the temporary pop-up library and also acknowledged the impact on artists who would normally exhibit in that space.

James Jefferson updated members that a new Economic Development Manager and a Senior Advisor in the Economic Development team would start work at the Council in May. There was discussion that the drafting group would continue with the work they had started with a steer from the new Economic Development Manager with some administrative support.

Cr Benton left the chamber at 11.58am and returned at 12.18pm.

Cr Cootes left the chamber at 12.02pm and returned at 12.05pm.

MOVED (Cardiff/Buswell)

That the Operations and Finance Committee notes the status of the projects in the Summary List of Projects (Appendix A) and the performance results for the third quarter of 2018/19 contained in the Activity Reports attached as Appendix B to this Report Corp-19-778.

CARRIED

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The meeting adjourned at 12.25pm and resumed at 12.48pm at which point Deputy Chair Cr Buswell took the Chair.

OFC 19/05/175

CONTRACTS UNDER DELEGATED AUTHORITY (CORP-19-772)

The report was taken as read. Jacinta Straker and Sean Mallon answered members' questions.

MOVED (Holborow/Vining)

That the Operations and Finance Committee notes there were two contracts accepted under delegated authority over \$250,000 for the period 1 January to 31 March 2019.

CARRIED

OFC 19/05/176

LOCAL GOVERNMENT FUNDING AGENCY DRAFT 2019/20 STATEMENT OF INTENT (CORP-19-791)

The report was taken as read.

MOVED (Gurunathan/Elliott)

That the Operations and Finance Committee notes the contents of the Local Government Funding Agency draft 2019/20 Statement of Intent.

That the Operations and Finance Committee delegates authority to the Group Manager Corporate Services to advise the Local Government Funding Agency that Kāpiti Coast District Council does not seek any amendments to the draft 2019/20 Statement of Intent contained in Appendix 1 to this report (Corp-19-791).

CARRIED

OFC 19/05/177

OPERATIONS AND FINANCE FORWARD AGENDA PROGRAMME (PP-19-788)

The report was taken as read.

MOVED (Elliott/Benton)

That the Operations & Finance Committee receives this report PP-19-788 and notes the attached Operations and Finance Committee forward agenda programme.

CARRIED

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OFC 19/05/179

PUBLIC SPEAKING TIME: for items not on the agenda.

Alex Kelly, on behalf of Te Horo Hall Society, spoke to their comments on the Annual Plan. Mr Kelly answered members' questions. There was discussion that the Hall is used as an Emergency Community Hub.

Shelly Warwick, on behalf of Kapiti Equestrian Advocacy Group, spoke to their comments on the Annual Plan. Ms Warwick answered members' questions.

Mandy Robinson, on behalf of Beachbrook Stables and Te Horo Farmstay and Equestrian Centre, spoke to their comments on the Annual Plan.

Ruth Halliday, on behalf of Kapiti Pony Club Raumati, spoke to their comments on the Annual Plan. Ms Halliday answered members' questions.

MOVED (Gurunathan/Howson)

That the meeting of the Operations and Finance Committee adjourn until 1.35pm.

CARRIED

The meeting adjourned at 1.28pm and resumed at 1.35pm.

Trevor Daniell, Roy Opie and Colin Anderson, on behalf of Kapiti Citizens Services Trust, spoke to their comments on the Annual Plan.

Mayor Gurunathan acknowledged Mr Opie for his previous work for the Raumati Boating Club.

The Operations and Finance Committee meeting closed at 1.47pm.

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Chairperson

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Date